

STRATEGIC PREVENTION FRAMEWORK STATE INCENTIVE GRANT
(SPF SIG)

Evaluation Workgroup

June 12, 2007

MINUTES

Attendees: Bob Levy, Ruth Gassman, Harold Kooreman, Rebecca Smith, Eric Wright, Jeanie Alter, and Marion Greene

DMHA STAFF: Marcia French, April Angermeier, Kim Manlove and Tonia Smith

Call to Order

Bob Levy called the meeting to order and the minutes were approved with a minor correction made to the Annual Satisfaction Survey section. In the 3rd line, it should read “developed by Eric and Marcia.”

Updates Reports

- A. **SEOW Report**- Eric Wright reported that the group is continuing its work on the new epidemiological report. Additionally, the group is focusing their efforts on developing a statewide proposal to mandate the participation of all Indiana youth in the ATOD survey. Some feedback led the group to believe that the CDC would not like the survey done every year. There has also been some discussion about proposing that state funding be attached to the survey. The IPRC is currently putting together a marketing plan to increase participation in the survey and would like feedback from the evaluation workgroup on any proposals they develop. Bob Levy suggested making a motion to endorse the activities of the SEOW to increase survey participation.
- B. **SPF SIG Rollout**- Marcia French reported that they are right on target for the rollout. IPRC’s contract is through the system and has been sent to IU. Marcia stated that she has a meeting tomorrow to get an update on where the rest of the contracts are. ICJI will be working with the unfunded applicants who have expressed interest in going through the SPF process. Marcia clarified that the money will be going to ICJI for this endeavor rather than the communities themselves. Site Visits will start in July. The Northern region sites will be visited July 23rd through the 27th and the Southern region sites will be visited in August. Marcia is currently working with Jeanie Alter on the development of a site visit document. The SPF SIG webpage has been updated with the addition of a timeline and accomplishments as well as workgroup meeting dates. Marcia also reported that communities will not be required to attend trainings without contracts finalized.
- C. **Training and Outreach**- Marcia reported that the Newsletter was out on Friday with a focus on the SPF process. SPF process tracks have also been added to the MVOV schedule. The IPRC is working on the development of a standardized

training to target LCCs not involved in the SPF process. Bob Levy suggested focusing on the pedagogy to increase effectiveness.

- D. Process Evaluation for Communities**- Harold handed out the outlined Evaluation Protocol. The decision was made to do case studies of each grantee. Information will be gathered to develop a baseline with CLI's done at different intervals in the SPF process.
- E. Meeting Evaluation Revisions**- Harold reported that revisions were made to the SPF SIG satisfaction survey. It is online at Survey Monkey. Harold would like the evaluation workgroup to test and report on any issues that arise. Each person will receive two surveys- the pilot and the finalized version in July. Harold also handed out the shortened meeting survey. Bob Levy questioned the similarity of certain questions and Eric Wright explained how reliability factored into what questions were chosen. Some workgroup members suggested bolding main ideas to increase usability. A motion was made and approved to accept the shortened survey with minor correction.
- F. Evaluation Levels with IPRC and SEOW**- Ruth gave an update on evaluation positions open at the IPRC. The job descriptions are online and will be in the newspaper. A support staff position is also being created and there is a possibility that an IT position will be created as well. Eric Martin stated that the IPRC would like to create an evaluation tool for LEOWs in order to tunnel local data seamlessly. Jeanie suggested the use of Afternoons R.O.C.K. evaluation information where it applies. Bob Levy asked Marcia to put the evaluation process in a flow chart for the GAC. There was also some discussion pertaining to the need for clarity in the communities about technical assistance availability going away in the 2nd year.

Next Meeting scheduled for July 24th at 10:30 am.

Meeting adjourned.